

James Scott Wallace, CCIM, CPM, RPA

Houston, TX | 713-201-1238

email: jamescottwallace@gmail.com

<https://www.linkedin.com/in/james-scott-wallace>

<http://www.jamescottwallace.com>

Senior-Level Real Estate Professional

Financial Management | Property Management | Leadership

More than 25 years of experience in the real estate field within areas including executive leadership, sales, brokering, and valuation. A proven track record of driving revenue and growth through recovery of business units and the delivery of top-tier financial management. Skilled in analyzing the requirements of shareholders and team members to determine the most effective strategy for prioritizing concerns and goals.

Management Leadership
Shareholder Management
Negotiations - **MCNE**
Revenue Growth
Property Leasing and Sales

Business Unit Recovery
Budget Development and Control
Team Leadership
Project Management
Public Speaking

Property Valuation
Profit and Loss Control
Financial Reporting
Account Management
Financial Modeling

PROFESSIONAL EXPERIENCE

Bayou Properties Company, Houston, TX

1989 – Present

President, Regional Property Manager 2003 – Present

Directly oversee areas including sales, revenue growth, finance, reporting, and operations. Certified Commercial Investment Manager (**CCIM**). Certified Property Manager (**CPM**). Real Property Administrator (**RPA**).

Drive development and profitability for a portfolio of properties by working closely with tenants, governmental directors, and contractors to ensure success. Leasing and Sales leader. Master Certified Negotiations Expert (**MCNE**).

Foster and maintain positive, long-term relationships with clients to ensure retention and future opportunities.

Directly led the development and success of existing properties while maintaining complete adherence to all income tax, liability insurance, and legal counsel requirements.

Spearheaded the successful recovery of revenue during a recession by slashing debt and reducing expenses which directly resulted in a return to stabilized occupancy and 42%+ revenue growth.

Developed and led property sales strategy to realize cash from assets for shareholders. Leased properties to 100% occupancy and improved properties to maximize investor interest. Successfully marketed and sold properties.

Shepherded properties through underwriting and due diligence, with insightful preparation. Closed the sales.

Vice President, Regional Property Manager 1989 – 2003

Monitored operations to ensure complete adherence with all rental and lease agreement terms.

Developed and maintained accurate records of all tax, insurance, loan, and financial activity while ensuring the timely collection of monthly assessments, rental fees, deposits, and payments.

Maintained complete adherence with all local, state, and federal regulations and building codes by inspecting grounds, facilities, and equipment.

EDUCATION & CREDENTIALS

Bachelor of Arts, Magna Cum Laude, Classics, The University of Texas at Austin

Certified Commercial Investment Manager (**CCIM**)

Institute of Real Estate Management Certified Property Manager (**CPM**)

BOMI International Real Property Administrator (**RPA**)

Texas Real Estate Broker, Texas State Certified General Real Estate Appraiser, Notary Public

Licensed Texas Property Tax Consultant, Master Certified Negotiations Expert (**MCNE**)

LEED Green Associate